

# CALIFORNIA

## RURAL COUNTIES TASK FORCE

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### **AGENDA**

**September 19, 2003**  
**12:30 pm**

Room 2116  
Caltrans HQ – 1120 N Street  
Sacramento, CA

<b>12:30</b>	<b>A</b>	<b><i>Self Introductions</i></b>	
<b>12:35</b>	<b>B</b>	<b><i>Approve minutes of July 18</i></b>	<b><i>all</i></b>
<b>12:40</b>	<b>C</b>	<b><i>Legislative Issues- Transit</i></b>	<b><i>P. Spaulding</i></b>
<b>12:50</b>	<b>D</b>	<b><i>Legislative Issues</i></b>	<b><i>J. Borucki</i></b>
<b>1:10</b>	<b>E</b>	<b><i>Joint Conference with CalAct</i></b>	<b><i>P. Spaulding</i></b> <b><i>K. Mathews</i></b>
<b>1:25</b>	<b>F</b>	<b><i>Transit Updates</i></b>	<b><i>J. Smith</i></b>
<b>1:35</b>	<b>G</b>	<b><i>TDA Oversight – Discussion</i></b>	<b><i>G. Dondero</i></b>
<b>2:05</b>	<b>H</b>	<b><i>STIP Issues – 2004 Fund Estimate</i></b> <b><i>Schedule for RTIP's</i></b>	<b><i>S. Maller or</i></b> <b><i>D. Brewer</i></b>
<b>2:25</b>	<b>I</b>	<b><i>Indirect Cost Allocation Plans</i></b>	<b><i>T. Munoz</i></b>
<b>2 :45</b>	<b>L</b>	<b><i>RCTF Issues and Objectives</i></b>	<b><i>All</i></b>
	<b>M</b>	<b><i>Other</i></b>	
<b>3:00</b>	<b><i>Adjourn</i></b>		

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**TO: TASK FORCE MEMBERS**

**RE: AGENDA NOTES FOR SEPTEMBER 19, 2003**

- B. **Approval of minutes.** Thanks again to Gerry LeFrancois of Mono County for a very thorough account of the July 18<sup>th</sup> meeting. Please review the attached minutes for accuracy.
- C. **Transit Legislative Issues.** The Legislature wrapped up this session on September 12<sup>th</sup>. Pete Spaulding of CalACT will fill in for Lee Wilcox and provide an update on bills passed in the 2003-04 regular legislative session that pertain to transit.
- D. **Legislative Issues (other than transit.)** Joan Borucki, Deputy Director of the CTC will give an update on recent bills passed by the Legislature and how they might impact rural counties.
- E. **Joint Conference with CalACT.** The planning committee will meet the morning of September 19<sup>th</sup> and will report to you on progress made. The preliminary program is attached. This year the conference committee decided to offer assistance to those counties with extremely restricted travel budgets. We can offer to pay the registration fee for 1 representative from each rural county. You will have to cover your own travel and lodging expenses. Hopefully, this will encourage attendance by more counties. This is the second year the Task Force has joined forces with CalACT, offering a unique opportunity to improve your knowledge of rural transportation planning in an informal setting, and get to know your colleagues better. In order to receive the conference rate of \$99/night, be sure to book your room at the Resort at Squaw Creek by September 26<sup>th</sup>.
- F. **Transit Updates.** Jake Smith, the new Caltrans Chief of the TDA Branch of the Mass Transportation Division will provide updates on recent developments affecting transit.
- G. **TDA Oversight.** A Caltrans representative from the Division of Mass Transportation will provide an update on the department's policy as it currently stands on administration and enforcement of the TDA. Task Force members may recall a presentation at the May Task Force meeting, proposing some rather sweeping changes to TDA policy as seen by the Department. The proposal created a great deal of concern on the part of many counties in both the planning and public works arena. In a recent request for feedback on your experience with unexpected or arbitrary handling of TDA reports, six rural counties responded, and we know of several urban ones with similar experience. Recently the Task Force Chair signed a joint letter with CSAC, and the League of Cities to Caltrans Director Jeff Morales, requesting immediate attention to clarify the Department's policy on TDA enforcement and administration. It appears that some evaluation is ongoing within the Department. Also, the Task Force reserved some time at the fall conference in October to discuss TDA issues in a panel session, scheduled for Tuesday,

October 28<sup>th</sup> at 8:30am. It should be a highlight of the conference program. Art Bauer, who helped write original TDA legislation, will be the panel moderator.

- H. **STIP Issues.** A CTC staff member will be on hand to answer your questions about the 2004 Fund Estimate schedule for submitting RTIPs, funding allocation criteria and other issues you may wish to discuss regarding the 2004 STIP. Note that the Commission has not yet published a new set of criteria for making STIP allocations.
- I. **Indirect Cost Allocation Plans.** Teresa Munoz from Caltrans Audits and Investigations will make a presentation regarding the requirements for Cost Allocation Plans. Recently Kings County, formerly classified as rural prior to the 2000 census, was served up with a bill for \$125,000 owed to Caltrans based on a lack of in an direct Cost Allocation Plan. This is a serious issue that all counties should be aware of.

**Rural County Task Force Meeting  
DRAFT Minutes of July 18, 2003**

Chair, George Dondero, opened the meeting at 12:35 pm. Self-introductions and approval of minutes followed.

**Agenda Item C. – Transit Updates**

Jake Smith, from Caltrans Mass Transit, discussed the following items:

- Fund Cash Balance – SHA is not in good shape (maybe a negative balance in the next few weeks). This will affect transit projects as well as highway projects. Contact you local Caltrans transit representatives for additional information.
- Senior Transportation – SB 910 is focused on rural transportation for seniors. Caltrans has a multi-disciplinary team on how to service an aging population. Contact Peter Steinert at the department for more details.
- Section 5311(f) Intercity – Plans are being developed a general meeting to discuss ideas regarding 5311(f) allocations. Initial meeting will be at the CalACT conference this fall at the Squaw Creek Resort. Contact La Keda Johnson at the department for more info.
- Transit Training Courses – Caltrans is offering free transit training courses over the summer. Classes will be held in Victorville, Clovis, Redding, and Eureka. Contract Dee Berry at Caltrans for additional details. A task force member suggested a couple of different courses should be held over a three or four day period.
- Research Projects – Gordon Arruda at the department is the contact. Caltrans is soliciting proposals for transportation research studies and good projects that have a chance of deployment in real world applications. A suggestion was made to put together a list of past research projects to see if any of the transportation planning agencies could utilize completed research.
- Agricultural Industries Transportation Service (AITS) – The AITS program provides transportation service for agricultural workers in Fresno County and has an 80 percent farebox recovery rate. The workers are trained as drivers.

**Agenda Item D. – Legislative Issues**

Pete Spaulding filled in for Leland Wilcox.

- SB 158/Alarcon is on the governor's desk and CalACT is opposed. The bill gives a ten percent bid preference to successor contractors of public transit services that provide protected employment status to most current employees providing the service.
- AB 813/Salinas excludes from transportation planning agency costs when calculating fare revenue ratios, specified expenses to the extent they exceed the operator's cost in the prior year, as adjusted by the Consumer Price Index. This would exempt from the definition of cost in the TDA and STA eligibility criteria certain specified costs beyond an operator's control (for example federally required paratransit services, insurance, fuel). CalACT supports AB 813.
- AB 1065/Longville would allow county board of supervisors to double the current .25% sales tax dedicated specifically to local transit agencies, as authorized by TDA. This bill was pulled due to lack of support. It does not raise taxes but shifts existing monies around.
- Fred Lenhart from District 9 mentioned HR 1394. Its purpose is to provide funding and capital from rural areas to major regional airports.

**General Issues**

- Lots of discussion at state and local levels regarding special taxes and sunsets to these taxes. Due to the current budget problem(s), there is talk about changes to the 66 & 2/3 percent needed for special taxes and reducing this level closer to 51 percent. Not sure if this would ever happen, but something to watch.

### **Agenda Item E. – Joint Conference with CalACT**

Joint Conference with CalACT is moving forward. The dates are October 26-29 at the resort at Squaw Creek. RCTF members coordinating the conference are Celia McAdam, Dan Landon, Jeff Schwein, George Dondero, Kathryn Mathews and Walt Allen. Identified conference topics:

- Project Delivery Part II by Charles Field.
- Working with your boards (politics and planning) by Dan Landon.
- Scenic Byways and corridor management by George Dondero.
- TDA reform/workshop & training by Kathryn Mathews.
- Legislative session by CalACT, RCRC by Pete Spaulding and Celia McAdam.
- Fee programs and sales tax initiatives by Dan Landon and Phil Dow.
- 5311(f), non emergency transit, inter-regional connections by Pam Couch and Susan Morrison.
- Bike and ped planning and bike ride by Jeff Schwein and Kathryn Mathews.

### **Agenda Item F. – TEA Reform Proposal**

Phil Dow discussed the latest TEA proposal from CTC staff. The consensus of RCTF members is to keep the current system, but it seems that the TEA reform will be considered at the August CTC meeting. A request was made and agreed upon by the RCTF to send a letter to the CTC stating our position. The intent is to simplify the process, have less mandates, less imposition of rules, make funds available anytime agencies need it and not force TEA on any agency that does not want it. The CTC wants to make sure all TEA dollars get allocated. See the June 16, 2003 Draft Outline if you have additional questions. If you have questions and or concerns, please make them know to Phil Dow and the TEA working group. They have put much time and energy into these various drafts.

### **Agenda Item G. – RTP Guideline changes**

Sharon Scherzinger and Charles Field updated the RCTF on proposed changes to the RTP Guidelines. The next round of RTPs are due September 2004 for MPO's and September 2005 for RTPA's. Sharon handed out a list of short term and long term recommendations. The thirteen short term recommendations to be completed this year are:

1. Supplement the current RTP Guidelines
2. Lack of uniformity in RTP format
3. Statewide Financial Information Coordination
4. Interagency Coordination
5. Transportation Security and Safety
6. Delay in Preparation and Adoption of RTP's
7. Communication and Coordination with Native American Tribal Govts.
8. Public Involvement in the RTP Process
9. Private Sector Involvement in the RTP Process
10. RTP conformance with California Environmental Quality Act
11. Identification of Transportation Control Measures (TCMs)
12. Purpose and Need Statement in the RTP
13. Include Unconstrained Transportation Needs in the RTP

A workshop or discussion will be held at the October Conference about RTP's and proposed guidelines. A supplement of proposed guideline changes should be out by the end of August.

### **Agenda Item H. – STIP Issues**

Joan Borucki, CTC staff, stated that any 02/03 project(s) that were going to be funded were allocated in June. With the continuing state budget impasse, the total amount of 03/04 STIP dollars programmed are not available for all the 03/04 projects. Without a state budget, Highway Users Tax Account (HUTA) funds can not be transferred into the SHA. If current bills can not be paid, do not expect additional allocations. The 2004 STIP fund estimate should be out in October. Projects that have been left behind due to lack of funding capacity may need to be moved into future cycles.

Questions from RCTF members - Will the CTC continue to entertain 3090 cash reimbursement projects? Is there anyway to get a 2004 estimate of our specific county shares versus what is actually available to be allocated? No one here gained from the Transportation Congestion Relief Program, and how would TCRP projects be treated (loss of future STIP funds to complete these projects)? Is the state going to use GARVEE bond funding at all? Stay turned.

### **Agenda Item I. – PPM Issues**

George Dondero stressed the need to remind the CTC how important PPM funds are to RCTF members. The current PPM allocation is \$16 million statewide with \$3 million of that for rural RTPAs. George will pass on an informal survey to CTC member Tavaglione. It was recognized that PPM funds are more important in lean years to keep current planning efforts on track due to the fact that when the budget picture improves projects need to be ready to fund.

### **Agenda Item J. – Forms Plus – A Local Assistance Tool**

Kevin Pokrajac and Sheryl Pierson gave a presentation on Forms Plus. Forms Plus is a consolidated local assistance manual which includes all forms needed for processing Local Assistance projects. CD's were distributed, and it's a stand-alone application (no additional software is needed). If you are interested in forms plus, sign up as a subscriber and for ten dollars a year get all of the updates.

### **Agenda Item J-2. – Indirect Cost Allocation Plans**

Deferred to September agenda.

### **Agenda Item K. – Topics for the October CTC Roundtable**

In October, the CTC will be having a roundtable on issues important to rural RTPA's. Some suggestions from RCTF members:

- Changes to the 5311(f) process and sustainable funding on important corridors. FTA does not have restrictions on funding after a three year start up period like California.
- Indian Gaming and lack of local impact on local and state roads.
- Local road rehabilitation projects in the STIP. There is currently no local road rehabilitation because there are other more important state priorities. Also, inequity of statewide funding for rural versus urban projects?
- Keep the PPM program in place and the importance PPM's are for locals.
- Better partnerships between the state and locals.

George Dondero, as Chair, will do a presentation before the CTC in October. It was suggested that we keep the issues short and focused. George is asking for a bit of help with this (team approach) so if you are willing to work on this with him, please let him know. (NOTE: CTC later postponed the roundtable on rural issues. New date is yet to be determined.)

Jim Nicholas joined the meeting and had a few comments/suggestions. Jim suggested that if PPM's are cut, the CTC would basically be dismantling the delivery team(s) on future projects. Jim stated that financially, it is as bad as it has ever been and as revenues get smaller rural partnerships get harder and harder (especially for non self-help counties). The SHOPP and local projects probably have a greater impact on local economies. The STIP projects will allow a greater economic stimulus, because without a state and local highway system, business does not get done in California. Jim is willing to help rural counties on partnership issues, but try and work through your districts first. Jim Nicholas and Carl Haack will try to attend the fall conference.

**Agenda Item L. – RCTF Issues and Objectives**

City/County/Caltrans/FHWA Coordination Group

Local Assistance "Enhanced Training Committee:

TEA Advisory Committee

Federal Aid Project Streamlining/TEA 3

Quality Assurance Oversight Committee – The 10% Expediting Fee

Annual RCTF Conf w/CalACT

**Agenda Item K. – Other**

Adjourn to September 19, 2003

**RCTF ISSUES AND OBJECTIVES**

Report September 19, 2003

**Issue/Objective**

<b>Rural Transit (FTA 5310, Welfare to Work, CalACT)</b>	<b>Pam Couch, Modoc</b>
<b>City/County/Caltrans/FHWA Coordinating Group</b>	<b>Celia McAdam, Placer</b>
<b>TEA Advisory Committee CalCOG Activities</b>	<b>Phil Dow, Lake &amp; Mendocino</b>
<b>Federal Aid Project Streamlining</b>	<b>C. McAdam</b>
<b>TEA-3 Federal Reauthorization</b>	<b>C. McAdam</b>
<b>Transportation for Economic Development Committee</b>	<b>C. McAdam</b>
<b>Quality Assurance Oversight Committee</b>	<b>C. McAdam, G. Dondero</b>
<b>RTP Guidelines</b>	<b>C. Field</b>
<b>ITS Statewide Architecture and system Plan</b>	<b>C. Field</b>
<b>Local Assistance "Enhanced Training Committee"</b>	<b>Spencer Clifton, Humboldt</b>
<b>Annual RCTF Conference w/CalACT</b>	<b>K. Mathews, D. Landon, W. Allen, G. Dondero</b>